

MEMO

To: CSO II Diane Talsma
From: Deputy Chief R. Walker #802
Date: July 17, 2015
Re: Verbal Reprimand - Neglect of Duty
CC: Chief P. LeBreck, #801, Talsma File, Human Resources

On June 27, 2015 the Harper College Police Department was contacted by the Hoffman Estates Police department regarding three boxes of items that were labeled with Harper College Police Report numbers from the years 2009 and 2010. The boxes were recovered from a private residence which until recently, was owned by the Talsma Family.

Investigation revealed that these items had been recovered by the Harper College Police Department and the return of these items was not successful. According to the Record Management System, these items were disposed of by you.

HCPD General Order # 23.01 indicates that proper disposal of such items means donation to various non-profit organizations that can put to good use of items like cell phones and glasses. Items that are identification related are to be destroyed.

This letter serves as documentation of a verbal reprimand to you for ***neglect of duty***, which is a violation of the Harper College Police Department Order, Rules and Regulations, 400.09 "Failure to perform or give suitable attention to one's duties as required by law, departmental rule or regulation, policy, procedure job description, directive or verbal order of a supervisor".

My signature below verifies that I have reviewed this reprimand with my supervisor,
and that I have been provided with a copy.

Employee: _____ Date: _____
(Signature upon review)

IL CFS SUMMARY

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Harper College

	CDC# 15-09232		RECEIVED DATE / TIME 06-27-2015 20:00		CD Call Type			
DESCRIPTIVES	UCR Code 9481 - ERRANDS/DELIVERIES			Primary Officer 887 - HEALY, MICHAEL				
	Place 330 - OTHER PLACES THAN LISTED			Beat OFF - OFF CAMPUS				
	Officer Response 8 - OTHER			Sub Beat				
	Reviewed By		Shift 1500-23 R - RADIO	Source				
	UCR 2			Status				
LOCATION	Name HOFFMAN ESTATES POLICE DEPARTM							
	Address 411 W Higgins Rd, HOFFMAN ESTATES, IL 60179							
	Location HOFFMANN ESTATES PD					Phone (847) 781-2800		
CALLER	Name HEALY, MICHAEL			Call Back (847) 925-6330		Phone (847) 925-6330		
	Address HCPD, PALATINE, IL 60067 B101							
OFFICER COMMENTS								
CALL DESCRIPTION	59143/ 59151							
DISPATCHED UNITS	AGENCY	UNIT	OFFICER	DISP.	ENROUTE	ARRIVE	CLEAR	TOTAL MINS
	HCPD	887	HEALY, MICHAEL	20:00	20:00	20:00		